

PAVOL JOZEF ŠAFÁRIK UNIVERSITY  
IN KOŠICE



Guarantor: Rector's Department

Case No. REK000389/2021-UPA/584  
Košice, dated 01/03/2021

# **Pavol Jozef Šafárik University in Košice Statute (Consolidated Version)**

**March 2021**

The Academic Senate of Pavol Jozef Šafárik University, representing the will of the academic community of Pavol Jozef Šafárik University in Košice, based on the historical traditions of Universitas Cassoviensis, being aware of the stance of this University in the development of human knowledge, education, and culture and its mission to serve the truth and develop the ideals of humanity, in the pursuit of enhancing the ideas of the University as a community in which mutual relations among its members are determined by spiritual authority rather than by power, in which the principles of academic freedoms are being adhered to as a necessary ground for the existence of academia and its scientific and teaching activities, having regard to enhancing the self-governing and autonomous character of the University and its independence from power or political structures, filled with the effort to give access to education to all who desire it, committed to the idea of global university cooperation not just as a basis for international scientific research, but above all as a precondition for edifying new generations to understanding and tolerance, guaranteeing equal treatment in education and research for all the students and staff regardless of gender, religion or belief, personal status, colour of the skin, language, political or any other opinion, trade union activity, national or social origin, disability, age or property, carrying the legacy of those who sacrificed their freedom or lives to these ideals, and driven by the effort to take our place in the family of free universities which appertains to Pavol Jozef Šafárik University in Košice as a successor to Universitas Cassoviensis,

has adopted this

## **Statute**

### **Part One Introductory Provisions**

#### **Article 1 Basic Provisions**

- 1) The University in Košice was established with the Faculty of Medicine based in Košice and the Faculty of Arts based in Prešov on 12 August 1959 by Government Decree No. 58/1959 Coll. on Changes in the Organisation of Higher Education Establishments. On 24 November 1959, by Government Regulation No. 69/1959 Coll. determining the name of the University in Košice, it was named "Pavol Jozef Šafárik University in Košice". This University is committed to tradition and considers itself a successor to Universitas Cassoviensis founded by Bishop Benedict Kisdý on 26 January 1757 and confirmed by the Golden Bull of the University of Košice issued by Emperor Leopold I on 7 August 1660. Pavol Jozef Šafárik in Košice was established as budget organisation by dividing Pavol Jozef Šafárik University in Košice into two universities in 1996 by virtue of Law Act No. 361/1996 Coll. on the Division of Pavol Jozef Šafárik University in Košice with effect as of 1 January 1997. Pavol Jozef Šafárik University in Košice was transformed into a public university by Law Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Law Acts, as amended (hereinafter referred to as LAHEI) with effect as of 1 April 2002.
- 2) The name of the university shall be "Pavol Jozef Šafárik University in Košice" (hereinafter referred to as the "University") or  
in English: Pavol Jozef Šafárik University in Košice  
in German: Pavol Jozef Šafárik - Universität in Košice  
in Latin: Universitas Šafarikiana Cassoviensis  
in Russian: Университет им. Павла Йозефа Шафарика, Кошице

in French: Université Pavol Jozef Šafárik a` Košice

in Spanish: Universidad de Pavol Jozef Šafárik de Košice.

- 3) The abbreviation UPJŠ may be used for internal purposes.
- 4) The seat of the University shall be at Šrobárova 2, 041 80 Košice. The domain name for electronic connection shall be: [www.upjs.sk](http://www.upjs.sk)

## **Article 2 Mission and Activity of the University**

- 1) Pursuant to Section 1 LAHEI, the mission of the University shall be in developing a harmonious personality, knowledge, wisdom, goodness, and creativity in man and contributing to the development of education, science, culture, and health for the welfare of society and thus contributing to the development of knowledge society. Completing this mission shall be the scope of the main activity of the University.
- 2) The University is a public university pursuant to Section 2 (2) (a) LAHEI and a public and self-governing institution pursuant to Section 5 (1) LAHEI.
- 3) The University shall provide, organise, and ensure higher education within the accredited study programmes at all three levels of higher education. The educational activity at the University shall be based on the knowledge of science, including the results of its staff's own scientific and scholarly research, especially in the fields of medicine, law, natural sciences, humanities, and social sciences, and in public administration. In the field of medicine, the University scientific and educational activities shall also include comprehensive health care in accordance with valid legal regulations.
- 4) The University shall provide other forms of lifelong learning.
- 5) The University shall also provide bibliographic, information, and other services to the public.
- 6) Complementary activities of the University shall help complete its mission.
- 7) The University shall cooperate with national and international universities, scientific and research institutions, other legal entities, State administration bodies, municipalities, higher territorial units, and institutions in the field of culture, economic life, and sports and shall create the conditions for the participation of members of the academic community in this cooperation. The cooperation between the University and legal entities shall be regulated by agreements.
- 8) The University shall participate in the development of education in society in the spirit of national, humanitarian, and democratic traditions and tolerance. It shall lead its students to creative, critical, and independent thinking, national pride, and sane self-confidence.
- 9) The University shall ensure the quality of the higher education provided and the quality of research, development, artistic or other creative activity (hereinafter "creative activity") and support activities by implementing its internal quality system and its continuous development.

## **Article 3 Academic Rights and Freedoms**

- 1) The following academic rights and freedoms shall be guaranteed at the University:
  - a) freedom of scientific investigation, research, development, further creative activity and publication of their results,
  - b) freedom of teaching, consisting in particular in being open to different scientific and scholarly opinions, scientific and research methods,

- c) the right to be educated while maintaining the free choice of study within accredited study programmes,
  - d) the right to freely express and publish one's own opinions,
  - e) the right of members of the academic community to elect the bodies of the academic community and to be elected to them,
  - f) the right to use academic insignia and to perform academic ceremonies.
- 2) The exercise of academic freedoms and academic rights pursuant to paragraph 1 of this Article shall be in accordance with the principles of democracy, humanity, and the legal order of the Slovak Republic.
  - 3) In order to ensure academic rights and academic freedoms at the University, inviolability of the University academic premises shall be guaranteed, except in cases of danger to life, health, property, or natural disasters. Academic premises consist of premises defined by real estate that the University shall own, manage, and lease or the premises where the mission and main tasks of the University and its Faculties are met. The University Rector shall allow the entry of law enforcement bodies into the academic premises.
  - 4) Political parties and political movements may not carry out political activities and establish their organisations on the University campus.

#### **Article 4 Academic Insignia of the University**

- 1) The insignia of Pavol Jozef Šafárik University in Košice and its Faculties are an external manifestation of the authority and responsibility of academic officials of the University and its Faculties.
- 2) The insignia of the University shall include:
  - a) University Sceptre,
  - b) University Emblem and Seal,
  - c) chains of academic officials,
  - d) caps and gowns of academic officials.
- 3) The University Emblem is formed as a circle with a portrait of Pavol Jozef Šafárik bearing the inscription, "PAVOL JOZEF ŠAFÁRIK UNIVERSITY IN KOŠICE". The Seal with the University Emblem may be used by the University and its Faculties in particular to indicate Bachelor, Magister, doctoral, and PhD diplomas and certificates.
- 4) The documentation on the University Insignia shall be kept at the University Registration Centre.
- 5) The following officials shall be entitled to wear the University gowns at ceremonial occasions: The Rector, Vice Rectors, the Academic Senate President, Deans, Vice Deans, the Academic Senates Presidents of the Faculties, Professors, Associate Professors and at the decision of the Rector and the Dean other teachers and researchers of the University and its distinguished guests.
- 6) The Insignia of the Faculties shall include:
  - a) University Sceptre,
  - b) Faculty Emblem
  - c) chains of academic officials,
  - d) caps and gowns of academic officials.
- 7) The occasions for wearing the University Insignia shall be determined by the University Rector in the internal regulation. occasions of wearing the Faculties Insignia shall be determined by the Dean in the internal regulation of the Faculty.

## **Article 5**

### **Academic Ceremonies at the University**

- 1) Ceremonial matriculations of newly enrolled students and graduations of University graduates, including those from the PhD study, Doctors of Sciences, Doctors Honoris Causa, and ceremonial handing over of appointment decrees to Associate Professors shall take place at the University. The graduation of graduates from further education of citizens can also take place at the University. Details shall be established by the University Rector in the University Matriculation and Graduation Regulations; Faculty Matriculation and Graduation Regulations shall be issued by the Deans.
- 2) The University Rector shall have the right to award medals of the University after approval by the University Academic Board to university employees, students, and other persons who have contributed to the development of Pavol Jozef Šafárik University in Košice, of science, education, and academic freedoms. The rules for awarding medals shall be established by the University Rector. Their documentation shall be kept in the University Registration Centre. The Deans shall have the right to award medals of the Faculties. The rules for awarding medals of the Faculties shall be established by the Deans.
- 3) The University Rector shall have the right to award the honorary degree of "Doctor Honoris Causa" to significant public figures after approval by the University Academic Board. In addition to the scientific merits of the candidate proposed for the award of an honorary degree, his/her overall contribution to the development of Pavol Jozef Šafárik University in Košice and to the development of democracy and humanity shall be taken into account when discussing the motion at the University Academic Board.

## **Article 6**

### **University Organisational Structure**

- 1) The University shall comprise the following constituents:
  - a) Faculties,
  - b) the Rectorate,
  - c) University units, specifically:
    - (1) research and teaching units,
    - (2) information units,
    - (3) special purpose establishments.
- 2) The University shall consist of the following Faculties:
  - a) Faculty of Medicine; its official name shall be: Pavol Jozef Šafárik University in Košice, Faculty of Medicine,
  - b) Faculty of Science; its official name shall be: Pavol Jozef Šafárik University in Košice, Faculty of Science,
  - c) Faculty of Law; its official name shall be: Pavol Jozef Šafárik University in Košice, Faculty of Law,
  - d) Faculty of Public Administration; its official name shall be: Pavol Jozef Šafárik University in Košice, Faculty of Public Administration,
  - e) Faculty of Arts, its official name shall be: Pavol Jozef Šafárik University in Košice, Faculty of Arts.
- 3) The Rector's Office of the University is the economic-administrative workplace of the University of executive competence. It shall develop documents for negotiations and decisions of academic bodies and senior employees of the University and shall ensure their performance.
- 4) The University shall consist of the following additional constituents:

- a) Research and teaching units:
  - 1) Institute of Physical Education and Sport,
  - 2) Botanic Garden,
  - 3) UPJŠ Technology and Innovation Park (TIP-UPJŠ),
- b) Information units:
  - 1) University Library,
  - 2) Centre for Information and Communication Technologies,
- c) Special-purpose establishments:
  - 1) Student Dormitories and Canteens and
  - 2) other constituents of the University established by the Rector after a previous statement by the University Academic Senate.
- 5) The organisational structure of the University and the basic characteristics of its constituents shall be specified in the University Organisational Rules of Procedure which shall be issued by the Rector after their approval by the University Academic Senate.
- 6) The organisational structure of the Faculties and the basic characteristics of its units shall be specified in the Faculty Organisational Rules of Procedure which shall be issued by the Dean of the Faculty after their approval by the Faculty Academic Senate.
- 7) The organisational structure, organisation and management of other constituents of the University shall be determined by their respective organisational rules of procedure issued by the Rector.
- 8) The constituents of the University shall cooperate in the field of education, scientific research, and other activities.
- 9) Slávia UPJŠ Košice Physical Education Union shall operate at the University on the basis of a contractual relationship.

## **Part Two**

### **University Self-government**

#### **Article 7**

#### **Scope of the University Self-government**

The self-governing scope of the University shall include:

- a) internal organisation,
- b) determining the number of applicants admitted to study, determining the conditions of admission to study, and decision-making in the admission procedure,
- c) development and implementation of study programmes,
- d) organisation of study,
- e) decision-making in matters concerning the academic rights and obligations of students,
- f) determining the focus and organising research, development, and other creative activities,
- g) concluding, changing, and abolishing employment relationships and determining the number and structure of employment positions at the University,
- h) awarding the scientific-pedagogical degree of "Associate Professor" and "Professor",

- i) cooperating with other universities, other legal entities and natural persons, including foreign nationals,
- j) electing the members of the University academic self-government bodies,
- k) managing the University economy and disposing of its property in accordance with the LAHEI and other valid legal regulations,
- l) determining the amount of the students' contribution to covering part of the costs of study (hereinafter "tuition fees") and fees associated with the study pursuant to Section 92 LAHEI, unless the LAHEI provides otherwise.

## **Article 8 Academic Community**

- 1) The University academic community shall be the basis of the academic self-government of the University. The University academic community shall elect and remove from office members of the University Academic Senate.
- 2) The employee part of the University academic community shall consist of:
  - a) University teachers and researchers who are employed by the University for a fixed weekly working time or for shorter than a fixed weekly working time, but at least to the extent of half of the established weekly working time,
  - b) University teachers and researchers who are released to hold public office while maintaining their employment with the University,
  - c) university-educated staff of the University who are employed by the University for a fixed weekly working time or for shorter than the scheduled working time, but at least to the extent of half of the established weekly working time.
- 3) The student part of the University academic community shall consist of Bachelor, Magister, doctoral, and PhD students.
- 4) The University Academic Senate or the University Rector shall have the right to convoke the University academic community.

## **Article 9 Position of the University Academic Community Members**

- 1) Members of the University academic community shall have the right of:
  - a) nominating candidates and electing members of Academic Senates and being elected as members of Academic Senates,
  - b) proposing a candidate for Rector or a candidate for Dean in the manner stipulated by this Statute or the Faculty Statute,
  - c) participating in the meetings of the Academic Senates and the Academic Boards, unless the meetings of the Academic Boards are declared closed to the public,
  - d) getting familiarised with the minutes of the meetings of Academic Senates and Academic Boards, including the content of resolutions,
  - e) being informed at the meeting of members of the academic community on the activities of the University,
  - f) addressing suggestions, comments, and complaints to academic self-governing bodies; these bodies shall be obliged to discuss them, to deal with them without undue delay, and to respond to them,
  - g) acting in defence of academic rights and freedoms and academic self-government.
- 2) The University shall support the activities of scientific, professional, student, trade union, and other interest associations of members of the academic community, whose activities help to completing the mission of the University.

**Article 10**  
**University Academic Self-government Bodies**

The following shall be the University academic self-government bodies:

- a) University Academic Senate,
- b) University Rector,
- c) University Academic Board,
- d) University Disciplinary Commission for Students (hereinafter referred to as the "University Disciplinary Commission").

**Article 11**  
**University Academic Senate**

- 1) The University Academic Senate is a body of the academic self-government of the University.
- 2) The University Academic Senate shall consist of the employee part and the student part. Only a member of the employee part of the University academic community may become a member of the employee part of the University Academic Senate. Only a member of the student part of the University academic community may become a member of the student part of the University Academic Senate.
- 3) In the University Academic Senate, each Faculty shall be represented by 6 members of the academic community, of two whom shall be students. The University units as a whole shall be represented in the Academic Senate by three members of the University academic community, one of whom shall be a student.
- 4) The capacity of a member of the University Academic Senate is incompatible with the capacity of the Rector, Vice Rector, Dean, Vice Dean, Bursar, and the Faculty Bursar.
- 5) The University Academic Senate and its members shall be accountable to the University academic community for their activities. In the performance of their duties, the members of the University Academic Senate shall be obliged pursue the interests and prosperity of the University as a whole.
- 6) The term of office of the members of the University Academic Senate shall be four years at the longest. The term of office shall commence on the day of the inaugural meeting of the University Academic Senate and shall end with the submission of certificates to the members of the new University Academic Senate.
- 7) Details on the election of members of the University Academic Senate, its activities and other facts concerning the Academic Senate shall be regulated by the Rules of Election and Procedure of the Academic Senate.
- 8) A Faculty or a University unit shall be obliged to take into account the University Academic Senate member's work or study duties within the performance of tasks arising for them from this capacity. The University, its Faculties and other units of the University, may not penalise members of the University Academic Senate and other persons in connection with the activities they perform or have performed for the University Academic Senate.
- 9) Meetings of the University Academic Senate shall be public. The Academic Senate may decide that only members of the University academic community may participate in a certain part of the Senate meeting.



**Article 12**  
**Scope of Operation of the University Academic Senate**

- 1) Pursuant to the LAHEI, the University Academic Senate:
  - a) shall approve the Rector's motion for the establishment, merger, fusion, division, dissolution, change of name or change of the seat of the University and the Faculty,
  - b) shall approve the internal regulations of the University on the motion of the Rector pursuant to Section 15 (1) (a), (c) to (f) and (j) to (l), the internal regulations of the University on the motion of the University Academic Senate President pursuant to Section 15 (1) (g) and (h), and the internal regulations of the Faculty at the motion of the Dean pursuant to Section 33 (2) (a), Section 33 (3) (a), and Section 34 (1) LAHEI,
  - c) shall elect a candidate for the Rector and propose the removal of the Rector from office,
  - d) shall approve the Rector's motion for the appointment and removal of Vice Rectors,
  - e) shall approve the Rector's motion for the appointment and removal of members of the University Academic Board,
  - f) shall approve the draft budget of the University submitted by the Rector and inspect the management of the University funds without prejudice to the right of the trade union to collective bargain,
  - g) shall approve the draft Statute of the University Board of Trustees submitted by the Rector following the consent of the Academic Senate of the public university; the Rector shall submit the draft Statute of the Board of Trustees to the Minister of Education,
  - h) shall approve the Rector's motion for members of the University Board of Trustees and propose to the Minister of Education, Science, Research, and Sport of the Slovak Republic (hereinafter the "Minister") two members of the Board of Trustees pursuant to Section 40 (2) LAHEI,
  - i) shall approve the Rector's motion for acts pursuant to Section 41 (1) LAHEI before their submission for approval to the University Board of Trustees; if the Rector's motions concern property that serves to meet the tasks of the Faculty, and the opinion of the Faculty Academic Senate on these motions pursuant to Section 27 (1) (m) LAHEI is negative, a two-thirds majority of all the members of the University Academic Senate shall be required for their approval by the University Academic Senate,
  - j) shall approve the long-term plan of the University (Section 2 (10) LAHEI) submitted by the Rector after discussion in the University Academic Board and its updating,
  - k) shall approve the Annual Report on the Activities of the University and the Annual Report on the Economic Management of the University submitted by the Rector,
  - l) shall express its opinion on the Rector's motion for an internal regulation pursuant to Section 15(1) (b) LAHEI before its submission to the University Academic Board,
  - m) prior to the approval by the University Academic Board, it shall discuss the draft study programmes which will not be implemented at the Faculty but at the University, as submitted by the Rector,
  - n) shall approve the conditions for the admission to study submitted by the Rector if their approval does not fall within the competence of the Faculty Academic Senate,

- o) shall express its opinion on the Rector's motion for the establishment, change of name, merger, fusion, division or abolition of parts of the University that are not Faculties,
  - p) shall express its opinion on the motions and opinions of the University Board of Trustees pursuant to Section 41 (7) LAHEI,
  - q) shall elect a representative of the University to the Council of Higher Education Institutions (Section 107(3) LAHEI),
  - r) its student part shall elect a representative of the University to the Student Council of Higher Education Institutions (Section 107 (4) LAHEI),
  - s) shall submit a report once a year to the University academic community on its activities which it shall publish on the University's website for at least four years,
  - t) shall perform the competence of the Faculty Academic Senate under the conditions and to the extent provided in paragraph 3 of this Article for the time necessary,
  - u) shall perform other tasks pursuant to the LAHEI and the University internal regulations.
- 2) In matters referred to in paragraphs 1 (c), (e), (h), q) and (r) of this Article the University Academic Senate shall decide by secret ballot, as well as in other matters referred to in paragraph 1 of this Article, if it decides in secret ballot in the relevant case.
- 3) Pursuant to Section 9 (1) (s) LAHEI, the University Academic Senate shall not be authorised to perform the activities of the Faculty Academic Senate pursuant to Section 27 (1) (c), (d), (g), (i), (k) and (m) LAHEI. If the Academic Senate of the relevant Faculty performs its scope of operation in a composition that is in conflict with the LAHEI or Faculty Internal Regulations, the University Academic Senate shall be entitled to take measures to bring the composition of the Academic Senate of that Faculty into compliance with LAHEI and internal regulations of that Faculty. The University Academic Senate shall be entitled to exercise the powers of the Faculty Academic Senate pursuant to Section 9 (1) (s) LAHEI:
- a) pursuant to Section 27 (1) (a) LAHEI only within the scope of approving changes and amendments to the regulations of the relevant Faculty so that these changes and amendments are not in conflict with the law, generally binding legal regulations or the Statute of the relevant Faculty,
  - b) pursuant to Section 27(1) (b) LAHEI only within the scope of approving the Rector's motion for dismissal of the Dean pursuant to Section 28 (3) LAHEI,
  - c) pursuant to Section 27 (1) (e) LAHEI only within the scope of control over the use of the Faculty funds.

### **Article 13 University Rector**

- 1) The Rector shall be the statutory body of the University, shall manage it, act on its behalf and represent it in public. The Rector shall be accountable for his/her activities to the University Academic Senate, unless the Law Act on Higher Education Institutions provides otherwise.
- 2) The Rector shall be represented by Vice Rectors to the extent as determined by the Rector.
- 3) The Rector shall be appointed and removed from office by the President of the Slovak Republic (hereinafter referred to as the "President of the Slovak Republic") on the motion of the University Academic Senate. The motion of the University Academic Senate shall be submitted to the President of the Slovak

Republic by the Minister (Section 102 (3) (a) LAHEI) to whom it shall be submitted by the University Academic Senate within 15 days of the decision. The Academic Senate of a higher education institution shall file a motion for removing the Rector from office if he/she has been convicted of an intentional criminal offense or has been convicted to serve an unconditional sentence of imprisonment or if the Rector requests his/her dismissal from office.

- 4) The University Rector:
- a) shall establish, merge, order the fusion of constituents of the University, divide and abolish them (Section 21(1) LAHEI) after the opinion of the University Academic Senate; in the case of Faculties, he/she shall do so after approval by the University Academic Senate,
  - b) shall submit to the University Board of Trustees the draft budget of the University for approval after its prior approval by the University Academic Senate,
  - c) shall award the scientific-pedagogical degree of "Associate Professor" on the basis of a decision by the University Academic Board pursuant to Section 12 (1) (f) LAHEI or on the basis of a decision by the Faculty Academic Board pursuant to Section 30 (1) (f) LAHEI. If the Faculty Academic Board decides on the motion for the award of the relevant degree and the Rector has reasonable doubts that the Faculty Academic Board in a particular case did not comply with the University criteria or procedural errors have occurred during the habilitation procedure, the Rector may return the motion to the Faculty Academic Board for a new procedure stating the reasons that led him/her to such a procedure,
  - d) shall submit motions to the Minister for the appointment of Professors by the President approved by the University Academic Board. If the motion is discussed by the Faculty Academic Board before the meeting of the University Academic Board and the Rector has reasonable doubts that the Faculty Academic Board in a specific case did not meet the University criteria for evaluating the conditions before the meeting of the University Academic Board, the Rector may return the motion to the Faculty Academic Board for a new procedure stating the reasons that led him/her to such a procedure,
  - e) shall appoint a person to serve in the position of Dean on the motion of the Faculty Academic Board until the election of a new Dean,
  - f) shall determine the salary of the Deans of the Faculties that are constituents of the University,
  - g) shall submit a motion for approval to the University Academic Senate:
    - (1) the University internal regulations, specifically the University Statute, the University Study Rules of Procedure, Principles of Selection Procedure for Filling the Positions of University Teachers, Researchers, Positions of Professors and Associate Professors and Positions of Senior Staff of the University, University Rules of Work at the University, the University Organisational Rules, the Universities Scholarship Rules, the University Disciplinary Rules for Students, Rules of Procedure of the University Disciplinary Commission,
    - (2) appointment and removal of the University Vice Rectors,
    - (3) appointment and removal of members of the University Academic Board and members of the University, Board of Trustees,
    - (4) acts pursuant to Section 41(1) LAHEI before their submission for approval to the University Board of Trustees,
    - (5) the long-term plan of the University and its updating after discussion in the University Academic Board,

- (6) the annual activity report and the annual economic management report of the University,
  - (7) conditions for admission to study, if their approval does not fall within the competence of the Faculty Academic Senate,
  - (8) a motion to express consent to the draft Statute of the University Board of Trustees; with the consent of the University Academic Senate, the University Rector shall submit the draft Statute of the University Board of Trustees to the Minister for approval,
  - h) shall submit to the University Academic Senate a motion for an opinion on the establishment, change of name, merger, fusion, division or dissolution of those constituents of the University which are not Faculties of the University,
  - i) shall ensure the observance of other obligations of the University pursuant to Section 20 LAHEI.
- 5) If the University does not have a Rector, the University Academic Senate President shall entrust with the performance of the office of Rector a person whose authorisation is approved by an absolute majority of the University Academic Senate members until the appointment of a new Rector for a maximum of six months, and shall notify the Minister of the fact without delay. The University Academic Senate President may, with the consent of an absolute majority of the of the University, Academic Senate members, revoke the authorisation until the appointment of a new Rector under the first sentence and authorise another person with the Rector's office and shall notify the Minister of the fact without delay. If the person authorised waives the authorisation, one shall proceed by the first sentence.

#### **Article 14**

##### **Election of a Candidate for the Position of Rector**

- 1) Each member of the University academic community and the University Board of Trustees shall have the right to nominate a maximum of one candidate for election as a candidate for the position of University Rector.
- 2) Details on the method of electing a candidate for the position of Rector and the method of dismissal of the Rector shall be regulated by the University Academic Senate Rules of Procedure.
- 3) The term of office of the Rector shall be four years. At the University, the same person may hold the position of University Rector for a maximum of two consecutive terms.

#### **Article 15**

##### **Rector's Advisory Bodies**

- 1) The Rector's permanent Advisory Bodies shall include:
  - a) University Management Board,
  - b) Rector's Board,
  - c) extended Rector's Board,
  - d) Internal Quality Verification Board,
  - e) International University Council.
- 2) Other Rector's advisory bodies shall include in particular:
  - a) Rector's Commissions,
  - b) Rector's Councils,
  - c) Rector's Advisers.

- 3) The advisory bodies referred to in paragraphs 1 and 2 of this Article shall work in the form of meetings, with the exception of the body referred to in paragraph 2 (c) of this Article.
- 4) The members of the University Management Board shall include Vice Rectors and the Bursar. The Rector usually invites advisors and the University Academic Senate President to a meeting of the Management Board. The Rector may also invite another employee of the University to a meeting of the Management Board.
- 5) The members of the Rector's Board include: Vice Rectors, Deans of the Faculties, the Bursar, and Advisers. The University Academic Senate President or a member of the University Academic Senate authorised by him/her shall be entitled to attend the meeting of the Rector's Board. The Rector may also invite another University employee to the meeting of the Rector's Board.
- 6) The members of the extended Rector's Board include: members of the Rector's Board and directors of university workplaces. The University Academic Senate President or a member of the University Academic Senate authorised by him/her shall be entitled to attend the meeting of the extended Rector's Board. The Rector may invite another University employee to the meeting of the extended Rector's Board.
- 7) Commissions, councils, and other advisory bodies shall be established by the Rector for important areas of University management and development. The Rector may, if necessary, establish an ad hoc commission or council.
- 8) The Rector may appoint advisers to coordinate specific activities at the University. The appointment of an advisor shall be limited in time, up to the term of the Rector's term of office.
- 9) The Internal Quality Verification Council is a permanent advisory body of the Rector, the composition and scope of which shall be defined by the Internal Quality Verification Council Statute of Pavol Jozef Šafárik University in Košice.
- 10) The University International Council is a permanent advisory body of the Rector which deals with the quality and main directions of the educational and creative activities of the University in the international context. The composition and competence of the International Council of Pavol Jozef Šafárik University in Košice shall be defined by the International Council of Pavol Jozef Šafárik University in Košice Statute.

#### **Article 16** **University Vice Rectors**

- 1) The Rector shall be represented by the Vice Rectors to the extent as determined by the University Statute.
- 2) Vice Rectors shall be appointed and removed from office by the Rector after approval by the University Academic Senate.
- 3) The term of office of the Vice Rectors shall be four years. At the University, the same person may hold the position of the University Vice Rector for a maximum of two consecutive terms. If the appointed Vice Rector as the first Deputy Rector is absent, the Rector shall be represented by one of the Vice Rectors in the order as determined by the Rector, in every case on the basis of an authorisation letter. The Vice Rectors shall represent each other in a manner as determined by the Rector. The Vice Rectors shall be authorised to convene the relevant Vice Deans and discuss the tasks of the University with them.

**Article 17**  
**University Academic Board**

- 1) The University Academic Board is a body of the University academic self-government. It shall have at least 24 members of whom at least 1/4 and at most 1/3 are persons who are not members of the academic community of the University.
- 2) The members of the University Academic Board shall be appointed and removed from office by the University Rector after approval by the University Academic Board. The term of office of the members of the University Academic Board shall be four years.
- 3) The University Rector shall be the University Academic Board Chairperson.
- 4) The Rector shall always propose Vice Rectors and Deans of the Faculties to the University Academic Senate to be members of the University Academic Board.
- 5) The position of a member of the University Academic Board is honorary and its performance shall be irreplaceable.

**Article 18**  
**Scope of Performance of the University Academic Board**

- 1) The University Academic Board:
  - a) shall discuss the long-term plan of the University,
  - b) shall approve, on the motion of the Rector, an internal regulation pursuant to Section 15 (1) (b) LAHEI after its discussion in the University Academic Senate,
  - c) shall regularly, but at least once a year, assess the level of the University in educational activities and in the field of science, technology or arts,
  - d) shall approve other experts who have the right to examine at the State examinations for study programmes taught at the University [Section 63(3) LAHEI]; approve supervisors for PhD study pursuant to Section 54 (4) LAHEI,
  - e) shall approve the criteria for obtaining the degree of Associate Professor and the criteria for obtaining the degree of "Professor",
  - f) shall discuss motions for the award of the scientific-pedagogical degree of "Associate Professor" and decide on their results in the field of habilitation procedure and inauguration procedure, in which the University stated in its application for accreditation of the habilitation procedure and inauguration procedure the field of study in which the Faculty does not implement study programmes;
  - g) shall discuss and approve motions for the appointment of Professors; in the case of the appointment of a Professor in the field of habilitation procedure and inauguration procedure, in which the University stated in its application for accreditation of habilitation procedure and inauguration procedure the field of study in which the Faculty implements study programmes, it shall proceed in this way with the opinion of the Faculty Academic Board, and if the motion is disapproved, it shall return it with a statement by the Faculty Academic Board,
  - h) shall approve the general criteria for filling the positions of Professors and Associate Professors; when it comes to filling the positions of Professors and Associate Professors at the Faculty, it shall do so on the motion of the Faculty Academic Board,
  - i) shall approve specific conditions for filling the positions of Professors; in the case of filling the positions of Professors at the Faculty, it shall do so on the motion of the Faculty Academic Board,

- j) shall approve the Rector's motions for filling the positions of Visiting Professors; in the case of filling the positions of Visiting Professors at the Faculty, it shall do so on the motion of the Faculty Academic Board (Section 79),
  - k) shall award the scientific degrees of "Doctor Scientiarum" (abbreviated to "DrSc."),
  - l) shall award the degree of "Doctor Honoris Causa" (abbreviated to "Dr.h.c.") to significant national and international personalities,
  - m) shall propose that the University Rector awards the honorary degree of "Professor Emeritus",
  - n) shall approve the Rules of Procedure of the University Academic Board on the motion of the Chairperson of the University Academic Board,
  - o) shall perform other tasks as determined by the University internal regulations.
- 2) The University Academic Board shall discuss issues submitted to it by the University Academic Board Chairperson or on the issues as agreed on by the Board.

### **Article 19 University Disciplinary Commission**

- 1) The University Disciplinary Commission shall discuss the disciplinary offenses of those University students who are not enrolled in any study programme carried out at the Faculty and shall submit a motion for a decision to the University Rector.
- 2) The University Disciplinary Commission members and its Chairperson shall be appointed by the Rector from among the members of its academic community after approval by the University Academic Senate. Half of the members of this Commission shall be students.
- 3) The University Disciplinary Commission activities shall be governed by the University Disciplinary Commission Rules of Procedure.

### **Article 20 University Board of Trustees**

- 1) The University Board of Trustees shall consist of fourteen members. The members of the University Board of Trustees shall be appointed and removed from office by the Minister. Six members of the Board of Trustees shall be appointed by the Rector with the consent of the University Academic Senate. Six members of the Board of Trustees shall be appointed by the Minister after the opinion by the Rector. One member of the Board of Trustees shall be appointed by the staff part of the University Academic Senate and one member by the student part of the University Academic Senate. The motion to dismiss a member of the Board of Trustees shall be submitted to the Minister by the body that had proposed him/her for being appointed. In the case of members of the Board of Trustees appointed by the Rector, a motion for their dismissal may also be submitted by the University Academic Senate. Members of the Board of Trustees, except for the members appointed by the University Academic Senate, may not be employees of the University.
- 2) Meetings of the University Board of Trustees shall be convoked by its Chairperson at least twice a year. Meetings of the University Board of Trustees shall be held in public. At the request of the Rector, the University Board of Trustees Chairperson shall be obliged to convoke a meeting of the University Board of Trustees so that it takes place within 30 days at the latest.

- 3) If the Board of Trustees does not have a Chairperson, the Vice Chairperson shall perform his/her capacity until the election of its new Chairperson, if it does not have a Vice Chairperson, the Minister shall authorise a member of the Board of Trustees to perform the capacity of the Chairperson of the Board of Trustees until the election of a new Chairperson of the Board of Trustees (Section 40 (4) LAHEI).
- 4) The appointment of members of the University Board of Trustees shall be regulated by Section 40 LAHEI.

## **Article 21**

### **Scope of Performance of the University Board of Trustees**

- 1) Pursuant to Section 41 LAHEI, the University Board of Trustees shall give its prior written consent to the Rector's motion for legal acts by which the University intends:
  - a) to acquire immovable property, the price of which is higher than five hundred times the amount from which items are considered to be tangible property pursuant to a special regulation, or to make its transfer. This price shall be considered the amount for which such or comparable immovable property is usually sold at a certain time and place,
  - b) to acquire a movable item, the price of which is higher than five hundred times the amount from which items are considered to be tangible property pursuant to a special regulation<sup>1</sup> or to make its transfer,
  - c) to establish a lien or pre-emption right on the property of the University,
  - d) to establish another legal entity or to make a monetary contribution or a non-monetary contribution to it or to other legal entities (Section 19 (5) LAHEI),
  - e) enter into a loan disbursement agreement (Section 16 (6) of the Public Procurement Law Act); the Board of Trustees shall not give its consent if the purpose of using the funds obtained from the loan is not in accordance with the long-term plan of the University or the repayment of the loan according to it will endanger the performance of the main activity of the University.
- 2) The consent of at least two thirds of all the members of the University Board of Trustees shall be required for the approval of the legal act referred to in paragraph 1 (a) to (e).
- 3) The University Board of Trustees shall express their opinion in particular on:
  - a) the long-term plan of the University and other matters submitted to it for discussion by the Minister, the Rector or the University Academic Senate Chairperson,
  - b) the annual activity report.
- 4) Members of the University Board of Trustees shall have the right to nominate candidates for the election of a candidate for the position of University Rector [Section 9 (1) (c) LAHEI].
- 5) After approval by the University Academic Senate, the University Board of Trustees shall approve the University budget and the annual report on the University economic management.
- 6) The University Board of Trustees shall determine the salary of the University Rector on the motion of the Chairperson of the University Board of Trustees in accordance with a special regulation.<sup>2</sup>

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<sup>1</sup> Section 22 (2) (a) of Law Act No. 595/2003 Coll. on Income Tax, as amended

<sup>2</sup> Law Act No. 553/2003 Coll. on Remuneration of Certain Employees in the Performance of Work in the Public Interest and on Amendments to Certain Law Acts, as amended



- 7) The University Board of Trustees shall give suggestions and opinions on the activities of the University, which it shall publish. It shall prepare and publish a report on its activities on the University's website at least once a year,.
- 8) The activity of the members of the University Board of Trustees is an act in the general interest (Section 136 (1) of the Labour Code). The University shall provide compensation to these persons pursuant to a special regulation<sup>3</sup>.

### **Article 21a**

#### **Internal Quality Assurance and Verification System at the University**

- 1) The internal system of quality assurance and verification of education, quality of creative activity and supporting activities of the University (hereinafter "internal quality system") shall be in accordance with the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG 2015), the standards set by the Slovak Accreditation Agency for Higher Education (hereinafter "SAAHE"), the generally binding legal regulations of the Slovak Republic, this Statute and the internal regulations of the University.
- 2) The internal quality system is based on academic values and customs at the University, it shall respect the peculiarities of the milieu of the relevant Faculties and University constituents, the specifics of the relevant scientific and scholarly fields and study programmes.
- 3) Quality verification takes place at all levels of the University and the whole process is coordinated by the Council for Internal Quality Verification (hereinafter "CIQ") in accordance with generally binding legislation of the Slovak Republic,<sup>4</sup> SAAHE standards, this Statute, rules of internal quality assurance and verification system at Pavol Jozef Šafárik University in Košice, the Statute of the Council for Internal Quality Verification at Pavol Jozef Šafárik University in Košice, the Rules of Procedure of the Council for Internal Quality Verification at Pavol Jozef Šafárik University in Košice, and other internal regulations of the University.
- 4) Quality verification shall mainly be based on the evaluation of the attainment of strategic objectives or short-term tasks that the University and its constituents have adopted, especially in the long-term development plans of the University and the Faculties, annual and evaluation reports of the University, the Faculties, and University units.
- 5) The University shall undergo external quality verification processes in accordance with the SAAHE rules and requirements, customs and peculiarities of the relevant study programmes and scientific disciplines and the recommendations of the International Council of Pavol Jozef Šafárik University in Košice, and the international organisations of which it is a member.
- 6) The rules and principles of the internal quality system shall also be regulated by other internal regulations of the University.

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<sup>3</sup> Law Act No. 283/2002 Coll. on Travel Allowances, as amended

<sup>4</sup> For example, Law Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Law Acts, as amended, Law Act No. 269/2018 Coll. Ensuring the Quality of Higher Education and Amending Law Act No. 343/2015 Coll. on Public Procurement and Amendments to Certain Law Acts, as amended

## **Part Three**

### **Self-government of the Faculties**

#### **Article 22**

##### **Academic Self-government Bodies of the Faculty**

- 1) In accordance with the provisions of Section 24 LAHEI, the bodies of academic self-government of the Faculty include:
  - a) Faculty Academic Senate,
  - b) Faculty Dean,
  - c) Faculty Academic Board ,
  - d) Faculty Disciplinary Commission for Students (hereinafter "the Faculty Disciplinary Commission").
- 2) The position and competence of the Faculty academic self-government bodies shall be regulated by the Faculty Statute in accordance with the provisions of this Statute.

#### **Article 23**

##### **Self-governing Competence of the Faculty and Its Rights**

- 1) The Faculty is a constituent of the University with the following scope of self-governing competence:
  - a) determination of other conditions of admission to study [Section 27 (1) (h) LAHEI] and decision-making in the admission procedure for study programmes carried out at the Faculty (Section 58 (6) LAHEI),
  - b) development of new accredited study programmes and their implementation at the Faculty,
  - c) decision-making in matters concerning the academic rights and obligations of students enrolled in the study according to the study programmes carried out at the Faculty (Sections 70 to 72 LAHEI),
  - d) making, changing, and terminating employment relationships of employees organisationally included in the Faculty, with the exception of granting personal salary to these employees pursuant to a special legal regulation.<sup>5</sup> Personal salary to Faculty staff shall be granted by the Rector on the motion by the Faculty Dean for the award of personal salary to Faculty staff, which shall be duly justified stating the specific facts in which the performance of significant work activities or extremely demanding work tasks are performed. If the motion for the award of personal salary concerns an ordinary employee of the Faculty, the motion by the Dean shall be accompanied by the motion of the relevant senior employee to the superior employee to whom the motion for the award of personal salary relates. If the Faculty has issued an internal remuneration regulation for its employees, the motion shall also correspond to the content of this internal regulation,
  - e) carrying out business activities (Section 18 LAHEI) according to the rules and to the extent determined by the internal regulations of the University,
  - f) cooperation with other universities, legal entities and natural persons, including international ones, in the areas in which the Faculty operates, to the extent and under the conditions as specified by a special regulation of the University,

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<sup>5</sup> Section 7a of Law Act No. 553/2003 Coll. on Remuneration of Certain Employees in the Performance of Work in the Public Interest and on Amendments to Certain Law Acts, as amended

- g) internal organisation of the Faculty,
  - h) determining the number of applicants admitted for study in the manner as specified in this Statute,
  - i) organisation of study in accordance with the University Study Rules of Procedure,
  - j) determining the focus and organising research, development, and other creative activities,
  - k) determining the number and structure of posts of employees assigned to the Faculty to the extent as specified in this Statute,
  - l) election of members of the bodies of the Faculty academic self-government,
  - m) carrying out international relations and activities in the areas in which the Faculty operates,
  - n) the management of financial resources allocated to the Faculty by the University and with financial resources otherwise obtained by the Faculty for the performance of its tasks; the Faculty shall also comment on the management of property that serves to meeting its tasks.
- 2) The Faculty Deans shall be accountable to the University Rector for the performance of activities that they perform on behalf of the University in accordance with the delegated powers.
  - 3) The division of activities and competences between the University, the Faculties, and other constituents of the University shall be defined by the University Organisational Rules of Procedure.

## **Part Four**

### **Higher Education and Further Education at the University**

#### **Section One**

#### **Study Terms and Conditions**

#### **Article 24**

#### **Basic Provisions**

- 1) The University shall provide, organise, and ensure higher education within accredited study programmes; the scope of authorisation for their development, modification, and implementation shall be specified in the Register of Study Fields.
- 2) Study programmes may combine the first two levels of higher education into a single whole.
- 3) Higher education at the University shall be carried out in full-time or part-time forms, using the full-time or distance method or a combination of both.
- 4) The organisation of all the levels and forms of higher education shall be based on a credit system.
- 5) The rules of higher education at the University shall be regulated by the University Study Rules of Procedure which is a separate internal regulation of the University.
- 6) The University shall also provide further education in accordance with valid and effective legal regulations.<sup>6</sup> In accordance with special regulations,<sup>7</sup> the

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<sup>6</sup> Law Act No. 568/2009 Coll. on Lifelong Learning and on Amendments to Certain Law Acts, as amended

<sup>7</sup> Law Act No. 578/2004 Coll. on Health Care Providers, Health Care Workers, Professional Organisations in Health Care and on the Amendment to Certain Law Acts, as amended; Regulation of the

University shall also conduct specialised study for the performance of specialised work activities.

### **Article 25** **Conditions for the Admission to Study**

- 1) Any person who meets the basic conditions for admission to study determined by the LAHEI and other annually updated terms and conditions determined by the University or the Faculty at which the study programme is carried out may study the chosen study programme at the University (Section 55 (1) LAHEI).
- 2) The University may only accept applicants for the study of accredited study programmes which it has listed in the Register of Study Programmes (Section 55 (6) LAHEI).
- 3) Satisfying the conditions according to paragraph 1 shall be verified by the University or the Faculty that provides the study programme by an admittance test, if that test is intended as part of the verification of the aptitude for study. Verification of knowledge shall take into account the content of the complete secondary education. The conditions of the admittance test or the possibility of its remission for a study programme concerned shall be approved by the relevant Academic Senate on the motion of the Rector or the Dean.
- 4) The Dean shall be accountable to the Rector for the course of the admittance tests held at the Faculty and their evaluation. The course and processing of the results of the admittance test shall be organised and implemented in such a way as to exclude any possibility of subjective influence on their results.
- 5) The number of students admitted to the University shall be determined by the Rector on the motions by the Deans. Account shall be taken of mainly the long-term plan of the University as well as the development programmes of the Faculties and their personnel and material possibilities. If several candidates meet the conditions for admission, the order based on the results of the admittance test shall be decisive.
- 6) The Rector shall set the deadline for the submission of applications and the date of the admittance tests for the study programmes that take place at the University. The Deans shall set the deadline for the submission of applications and the date of the admittance tests for the study programmes offered by the Faculty.
- 7) The admission procedure for doctoral study shall be carried out in accordance with the provisions of the LAHEI.

### **Article 26** **Conditions for the Study of Alien Citizens**

- 1) Alien citizens who are nationals of a Member State of the European Union (hereinafter referred to as "alien citizen") shall study at the University:
  - a) on the basis of international treaties by which the Slovak Republic is bound,
  - b) on the basis of cooperation agreements made by the University, in particular within the framework of international student mobility programmes,
  - c) on the basis of an agreement on participation in further education,
  - d) by agreement with the self-payers.

- 2) Alien citizens who are citizens of the European Union or have a residence permit or permanent residence permit in the territory of the Slovak Republic may also study at the University.
- 3) An agreement on the study shall be made to ensure the study of an alien citizen at the University, the contracting parties of which shall be the student and the University.

## **Section Two Organisation of the Study**

### **Article 27**

- 1) The study programme, which takes place at the Faculty, shall be approved by the Faculty Academic Board after discussion in the Faculty Academic Senate.
- 2) The study programme, which takes place at the University, shall be approved by the University Academic Board after discussion in the University Academic Senate.

### **Article 28 Implementation of Study Programmes**

- 1) Study programmes run at the Faculty (University) shall be organised, staffed, and materially provided by the Faculty (University).
- 2) The Rector or the Dean of the relevant Faculty shall be accountable for the implementation of the study programmes pursuant to the LAHEI, the Statute of the University, the Statute of the Faculty and the University Study Rules of Procedure and those of the Faculty.
- 3) The Vice Rector for Higher Education shall be in charge of coordinating education within the study programmes of the University and its Faculties.
- 4) The University Diploma to the graduate from the accredited study programme shall be signed by the Dean and subsequently by the Rector.

### **Article 29 Commencement and Completion of the Study**

- 1) An applicant admitted to study shall become a student from the date of enrolment. A student whose study has been suspended shall become a student from the date of re-enrolment.
- 2) If the enrolment of an applicant admitted to study takes place before the commencement of the academic year in which his/her study is to commence, the applicant shall become a student from the commencement of that academic year, unless he/she notifies the University in writing by 15 August before the commencement of that academic year that he/she cancels their enrolment.
- 3) The student ceases to be a student from the date of proper completion of study pursuant to Section 65 LAHEI or from the date of termination of study pursuant to Section 66 LAHEI or from the date of suspension of study pursuant to Section 64 (1) LAHEI (Section 69 (3) LAHEI).

## **Section Three University Students**

### **Article 30 Academic Rights and Obligations of Students**

- 1) The student shall in particular have the following rights:
  - a) to study the study programme to which he/she has been admitted; if the University has made adjustments in the study programme, the student shall continue in the study of that study programme according to the courses and rules after the adjustment, unless the rules of the study programme specify otherwise,
  - b) to develop a study plan pursuant to the rules of the study programme [Section 51 (4) (g) LAHEI],
  - c) to enrol in the next part of the study programme, if he/she has complied with the obligations determined by the study programme or study regulations,
  - d) to choose the pace of study, the order of completing the courses while maintaining their prescribed continuity and choose a teacher for a course taught by several teachers while respecting the time and capacity constraints given by the study regulations and the study programme,
  - e) to apply to study at another university, including one abroad as part of their study,
  - f) to participate in research, development, and other creative activities of the University,
  - g) to participate in the establishment and activities of independent associations operating in academic premises (societies, unions, professional associations) in accordance with legal regulations,
  - h) to have the opportunity to express an opinion on the quality of teaching and teachers in the form of an anonymous questionnaire at least once a year,
  - i) to express freely their opinions and comments on higher education,
  - j) to information and counselling services related to the study and with the possibility of employing the graduates from study programmes in life,
  - k) to decide in which study programme he/she will study free of charge in the relevant academic year, if he is entitled to free university study, if he/she is subject to the obligation to pay tuition fees pursuant to Section 92 (5) LAHEI,
  - l) to change the study programme within the same field of study or a related field of study under the terms and conditions as determined by the Study Rules of Procedure.
- 2) The student shall mainly be obliged:
  - a) to comply with the internal regulations of the University and its constituents,
  - b) to protect and economically use the property, resources and services of the University,
  - c) to pay tuition fees and fees associated with the study pursuant to LAHEI, exclusively and directly to the University or the Faculty at which he/she is enrolled and to state truthfully the facts decisive for their determination,

- d) to notify the University or the Faculty of the address intended for the service of documents if he/she is enrolled in the study programme carried out at the Faculty, ,
  - e) to appear in person at a written summons of the Rector, the Dean or an employee of the University or the Faculty authorised by them to discuss issues related to the course or completion of their study or related to their rights and obligations,
  - f) to notify the University or the Faculty in writing of the decision pursuant to Section 70 (1) (k) LAHEI, if he/she is enrolled in a study programme carried out at the Faculty, by 30 September of the relevant academic year.
- 3) Administrative acts associated with enrolling in the relevant courses, listing the examination dates, registering for examinations, recording the course evaluation, publishing information sheets of the courses, syllabi, sample study plans, and publishing the schedule shall preferably be made through the UPJŠ Academic Information System.

### **Article 31 Disciplinary Action**

- 1) A disciplinary measure may be imposed on a student for a disciplinary offense.
- 2) A disciplinary offense is a culpable violation of legal regulations or internal regulations of the University or its constituents, or public order.
- 3) Details on disciplinary measures and their discussion are regulated by Section 72 LAHEI and the University Disciplinary Rules of Procedure.

### **Article 32 Student Self-government**

Students shall participate in the governance of the University through their participation in the University Academic Senate and the relevant Faculty Academic Senate, as well as participation in the University Disciplinary Commission and the Faculty Disciplinary Commission in terms of the LAHEI and relevant provisions of the University Statute.

### **Article 33 Tuition and Study-related Fees**

- 1) The amount of tuition fees and fees associated with the study shall be determined in accordance with the LAHEI by the Tariff Table of University Fees issued by the Rector after discussion in the University Academic Senate for the relevant academic year.
- 2) Tuition fees for the relevant academic year shall be payable as a single sum and shall be paid no later than 30 days from the date of the service of the decision on the determination of tuition fees. The date of payment shall be considered the date of crediting the tuition fees to the account of the University or the Faculty. The student shall be obliged to prove the payment of tuition fees at the request of the University or the Faculty, if the study programme is carried out at the Faculty.
- 3) The provisions of paragraphs 1 and 2 of this Article shall also apply to tuition fees (hereinafter referred to as "fees").
- 4) Tuition and fees may be paid by students as follows:

- a) in cash to the University or the Faculty cash register,
  - b) by wire transfer to the account of the University, or the Faculty. The bank connection for the payment of tuition fees will be published by the University or the Faculty on their respective websites.
- 5) Pursuant to Section 92 paragraph 18 LAHEI, the Rector, and after the Dean's statement in the case of study programmes carried out at the Faculty, may waive tuition fees or fees or reduce tuition fees or postpone the due date of tuition fees.
  - 6) The Rector shall decide on the waiver of tuition or study fees, on the reduction of the tuition fee determined or on the postponement of the due date of the tuition fee on the basis of a letter of application from the student. The letter of application shall be submitted by the student within eight days from the date of service of the decision on levying the tuition fees and study fees to the UPJŠ Rectorate.
  - 7) It is not possible to request a waiver, reduction, or postponement of the due date of tuition fees for part-time study.
  - 8) A timely application of a student for the waiver of tuition fees or study fees or a reduction in tuition fees or for a postponement of the due date has a suspensive effect.
  - 9) The Rector shall decide on the application for waiver of tuition fees or fees or on the reduction of tuition fees or postponement of the tuition due date within 30 days from the date of service of the student's letter of application, except in the cases specified in paragraph 15 of this Article.
  - 10) After being served the decision on their application for a reduction in tuition fees, the student is obliged to pay the tuition fees within 10 days from the date of service of that decision. If the Rector complies with the student's letter of application to postpone the tuition due date, the student shall be obliged to pay the tuition fee within the period as specified in the decision.
  - 11) The Rector may waive tuition fees if:
    - a) the student holds a severely disabled person card with a degree of functional impairment of over 60%,
    - b) the student's parents receive a benefit in material need,
    - c) the student is a two-sided orphan;
    - d) the student suffers from severe health problems lasting for longer than one year,
    - e) the student is an employee of the University.
  - 12) The Rector may reduce tuition fees by:
    - a) 25 %, if the student
      - 1) represented the University at a national event in the previous academic year,
      - 2) exceeded the standard duration of study due to academic mobility approved by the Faculty and obtained 15 to 30 credits during it,
      - 3) had a weighted study average of 1.26 to 1.5 in the previous academic year,
    - b) 50%, if the student:
      - 1) represented the University at an international event in the previous academic year,
      - 2) exceeded the standard duration of study due to academic mobility approved by the Faculty and obtained 31 or more credits during it,
      - 3) had a weighted study average of 1.0 to 1.25 in the previous academic year,
      - 4) the student has one parent in the register of job seekers,
      - 5) the student is a child of a University employee,



- c) 75%, if:
  - 1) the student is staying on a maternity and a parental leave,
  - 2) the student holds a severely handicapped person card,
  - 3) the student has both parents in the register of job seekers,
  - 4) the student is a student with specific needs.
- 13) The Rector may postpone the due date of tuition fees if:
  - a) the student is a student of an unfavourable health condition for longer than 3 months,
  - b) the student's parent is a beneficiary of unemployment benefits or a beneficiary of social welfare benefits,
  - c) the student is a student with special needs,
  - d) the student has experienced an extraordinary life situation (e.g. the death of a family member or a natural disaster).
- 14) The Rector may waive fees:
  - a) for the admission procedure to employees and children of university employees,
  - b) for doctoral proceedings by employees and children of University employees.
- 15) The Rector may waive or reduce tuition fees by 25%, 50% or 75% in other, exceptional cases not specified in this Article. In such a case, the Rector shall appoint a three-member ad hoc commission to assess the occurrence of extraordinary facts in the student.
- 16) The Rector may reduce tuition fees for the above-standard duration of study:
  - a) by 50% in the event that the student does not have to attend classes in a given academic year in any of the semesters,
  - b) by 25-90% in the event that the student does not have to attend classes in a given academic year, but must prepare and defend a degree thesis and take State examinations. The amount of tuition fees in this case will be determined by the Rector depending on the scope of the student's study duties and the model of State examinations at the Faculty.

#### **Article 34 Academic Mobility**

The method of implementation and conditions of academic mobility of students are regulated in Section 58a LAHEI.

#### **Article 35 Awarding Academic Degrees**

The University shall award the following academic degrees:

- 1) the academic degree of "Bachelor" (abbreviated to "Bc.") to graduates from the Bachelor study,
- 2) the academic degree of "Magister" (abbreviated to "Mgr.") for graduates from the Magister study,
- 3) the academic degree of "Doctor of General Medicine" (abbreviated to "MUDr.") to graduates from the doctoral study in the study programme of "General Medicine",
- 4) the academic degree of "Doctor of Dentistry" (abbreviated to "MDDr.") to graduates from doctoral study in the study programme of "Dentistry",
- 5) after successful completion of doctoral examinations, the academic degree of:

- a) "Doctor of Natural Sciences" (abbreviated to "RNDr.") in the natural science study programmes
  - b) "Doctor of Laws" (abbreviated to "JUDr.") in law study programmes,
  - c) "Doctor of Philosophy" (abbreviated to "PhDr.") in social science study programmes,
  - d) "Doctor of Pedagogy" (abbreviated to "PaedDr.") in teacher training programmes,
- 6) the academic degree of "Doctor" ("Philosophiae Doctor," abbreviated to "PhD.") to graduates from the PhD study.

### **Article 36 Students Appreciation**

- 1) The Rector may, on his/her own initiative or at the motion of the Deans of the Faculties, award students who, in particular:
  - a) attain excellent study results throughout the study,
  - b) are successfully engaged in professional, research or scientific activities,
  - c) represent the University in an excellent way at home or abroad,
  - d) have made an exemplary act or demonstrated an exemplary civic attitude.
- 2) The award may be accompanied by a financial reward, the amount of which will be determined by the Rector at his/her own discretion or on the basis of a motion from the Dean of the relevant Faculty.
- 3) The Rector may award a one-time financial or material reward to graduates from Bachelor, Magister, and doctoral study who have attained excellent study results during their study.
- 4) The University Rector may award a one-time financial or material reward on the occasion of the celebration of the national holiday - Day of the Struggle for Freedom and Democracy (17 November) to Bachelor, Magister, and doctoral students who continuously attain excellent results in their study or professional or research activities.
- 5) Details on student valuation will be determined by the University internal regulations.

### **Article 37 Scholarships**

The awarding of scholarships is regulated by Sections 95 to 97 LAHEI and the University Scholarship Rules of Procedure.

### **Article 38 Social-welfare Support for Students**

- 1) Social-welfare support for students shall be provided directly and indirectly.
- 2) Scholarships are a direct form of social-welfare support. Details on the provision of scholarships are regulated by an internal regulation of the University issued by the Rector with the prior consent of the University Academic Senate.
- 3) The following services in particular are indirect forms of social-welfare support:
  - a) meals and accommodation, if possible with the provision of a contribution to the costs associated with meals and accommodation,
  - b) financial support and organisational support for sporting and cultural activities.

- 4) Every student shall have the right to apply for social-welfare support system services. The University will provide the student with social-welfare support of the relevant type if the student meets the conditions prescribed for their provision. If the number of applicants for any of the non-eligible services exceeds its total capacity, the service will be provided to applicants according to criteria predetermined by the University, which will take into account in particular the social-welfare situation and academic profile of the applicant.

## **Part Five University Employees**

### **Article 39 Employment Relations at the University**

- 1) The employment relations of University employees are regulated by the Labour Code, unless the LAHEI or special regulations provide otherwise.
- 2) The employment relationship is established by a written employment contract between the University and the employee. The University is obliged to make a written employment contract with the employee no later than on the day of his/her commencement of work. The University will issue one written copy of the employment contract to the employee. The competence of the Faculties in employment relations with employees organisationally included in the Faculty are regulated by Article 23 of this Statute.
- 3) Filling the positions of University teachers and researchers is governed by the provisions of Sections 77 to 80 LAHEI. The principles of the selection procedure for filling the positions of university teachers, researchers, Professors and Associate Professors and senior staff are regulated in a special internal regulation issued by the Rector after its prior approval by the University Academic Senate [Section 15 (1) (d) LAHEI].
- 4) Remuneration of university employees is governed by a special regulation.<sup>8</sup>
- 5) Details of other facts arising from the employment relations of the employees of the University as employer are regulated in the University Employment Rules of Procedure which are issued by the Rector after their prior approval by the Trade Union (employee representatives) and the University Academic Senate.

### **Article 40 Method of Determining the Number and Structure of Positions**

- 1) The efficient and economical functioning of the Faculties, research and pedagogical workplaces, information workplaces, special-purpose facilities and the University Rectorate represent the basic criterion for determining the number and structure of positions at the University.
- 2) Basic organisational structure and number of positions, i. e. the number of University teachers, the number of researchers, and the number of other employees of the University and its constituents shall be determined by the University Organisational Rules of Procedure issued by the Rector and approved by the University Academic Senate.
- 3) The structure of the Rector's Office and the University workplaces shall be determined by the Rector.

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<sup>8</sup> Law Act No. 553/2003 Coll. on Remuneration of Certain Employees in the Performance of Work in the Public Interest and on Amendments to Certain Acts, as amended

- 4) The Rector shall decide on the establishment of positions at the Rector's Office and University workplaces within the number of positions approved by the University Academic Senate or on the cancellation of these positions. The Rector shall decide on the transfer of positions from the Rector's Office to University workplaces and vice versa within the number of positions approved by the Academic Senate.
- 5) The basic organisational structure and the structure of the Faculty positions shall be determined by the relevant Faculty Organisational Rules of Procedure issued by the Dean and approved by the Faculty Academic Senate.
- 6) The Dean shall decide on the establishment of positions at the Faculties within the number of positions approved by the University Academic Senate and the Faculty Academic Senate or on the abolition of these positions.
- 7) The establishment of positions at the Faculty in excess of the number of positions approved by the University Academic Senate and the Faculty Academic Senate requires the prior consent of the Rector, the University Academic Senate, and the Faculty Academic Senate.
- 8) In connection with the approved basic organisational structure of the University and its constituents and the approved number of positions of the Rectorate and the University workplaces, the main activities and mission of the Rectorate and University workplaces shall be determined by their Organisational Rules of Procedure issued by the University Rector.

#### **Article 41 University Teachers**

- 1) University teachers are employees of the University who perform educational activities in the positions of Professor, Associate Professor, Assistant Professor, Assistant and Lecturer pursuant to Section 75 LAHEI.
- 2) University teachers, apart from lecturers, actively participate in research, development, medical-preventive or artistic activities aimed at acquiring new knowledge, development products or works of art, or artistic performances.
- 3) The following may also participate in the educational activities of the University:
  - a) significant experts (Section 79 LAHEI) in the position of Visiting Professor,
  - b) researchers (Section 80 LAHEI) and other experts from universities, research institutes and from practice.
- 4) University teachers are in an employment relationship with the University. In the case of University teachers enrolled at the Faculty, the Dean of the relevant Faculty shall have the right to enter into, change, and terminate employment relationships on behalf of the University.
- 5) University teacher may perform educational activities at several Faculties of the University. In such a case, the Dean of the Faculty, where the teacher has the highest number of hours of educational activities, shall perform legal acts in labour law matters.

### **Part Six University Economic Management**

#### **Article 42 University Budget**

- 1) The University shall manage its economic issues according to the approved budget. The budget period shall coincide with the calendar year.

- 2) The University budget shall be compiled separately for the Faculties and together for other constituents of the University.
- 3) The draft budget, including the allocation of the subsidy from the State budget into Faculties and other constituents of the University, shall be submitted by the Rector for approval to the University Academic Senate and subsequently for approval to the University Board of Trustees (Section 41 (4) LAHEI). The submitted motion shall be in accordance with the agreement concluded between the Ministry of Education, Research, and Sports of the Slovak Republic (hereinafter referred to as the "Ministry") and the University pursuant to Section 89 (3) LAHEI and the internal regulations of the University governing the formation and allocation of the budget, which will be issued by the Rector after its approval by the University Academic Senate.
- 4) The budget of the Faculty shall be approved by the Faculty Academic Senate on the motion of the Dean, which also controls the management of the financial resources of the Faculty.
- 5) Until the approval of the budget for the relevant calendar year by the University Academic Senate and the University Board of Trustees, the University shall manage its economy according to the provisional budget in the amount equal to 90% of the subsidy for the previous year.

**Article 43**  
**University Entrepreneurial Activity**

- 1) The University and its constituents shall carry out entrepreneurial activities pursuant to applicable legislation. Entrepreneurial activity shall not jeopardize the quality, scope, and availability of activities meeting the mission of the University.
- 2) The rules on conducting entrepreneurial activities at the University, the Faculties, and other constituents of the University, including the rules for the allocation of revenues from those activities shall be regulated by an internal regulation of the University, issued by the Rector after their approval by the University Academic Senate.

**Part Seven**  
**Common, Temporary, and Final Provisions**

**Article 44**  
**Harmonisation of statutes, organisational rules, other internal regulations of the Faculties and other constituents of the University**

The Faculties and other units of the University shall harmonise their respective statutes with this Statute and shall submit them to the University Academic Senate for approval no later than three months from the date of entry into force of the University Statute.

**Article 45**  
**Repealing Provision**

As of the date of the new statute entering into force, the Statute of Pavol Jozef Šafárik University in Košice of 21 February 2008, as amended by Supplement No. 1 and Appendix No. 2 is herewith repealed.

**Article 46**  
**Validity and Effectiveness**

- 1) The original version of the Statute was approved at the meeting of the University Academic Senate on 20 June 2013 and at an extraordinary meeting on 22 August 2013.
- 2) The Statute and its amendments shall enter into force as of the date of its registration by the Ministry and shall take effect at the earliest from the date of entry into force of the decision on its registration.
- 3) Supplement No. 1 was approved at the meeting of the University Academic Senate on 18 September 2014.
- 4) Supplement No. 2 was approved at the meeting of the University Academic Senate on 18 June 2015.
- 5) Supplement No. 3 was approved at the meeting of the University Academic Senate on 22 September 2016.
- 6) Supplement No. 4 was approved at the meeting of the University Academic Senate on 16 May 2019.
- 7) Supplement No. 5 was approved at the meeting of the University Academic Senate on 17 December 2020.

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Assoc. Prof. JUDr. Renáta Bačárová, PhD. LL.M.  
Academic Senate President  
Pavol Jozef Šafárik University in Košice

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Prof. RNDr. Pavol Sovák, CSc.  
Rector  
Pavol Jozef Šafárik University in Košice